



**Council Minutes**  
**Tuesday, February 20, 2024 7:00 p.m.**  
**Council Chambers**

**Council Present:**

Mayor Dave Turton  
Councillor Judy Dirksen  
Deputy Mayor Jean Anderson  
Councillor Ron Elliott  
Councillor Geoff Gunson  
Councillor Ed Podniewicz  
Councillor Paul Zimmerman

**Staff Present:**

Annilene McRobb, Clerk  
Chris Harrow, Interim CAO - Operations/Director of Fire Services  
Mark Potter, Interim CAO - Administration/Deputy Treasurer  
Terry Kuipers, Director of Building and Planning Services  
Belinda Wick-Graham, Director of Economic and Community Development  
Gordon Duff, Treasurer  
Quinn Foerter, Deputy Clerk/Coordinator, Legislative & Human Resource Services

1. **Call to Order at 6:30 p.m.**
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act – None.**  
Mayor Turton noted that Item 13 b) 1) and 17 a) would not be considered at this meeting.
3. **Motion to Convene into Closed Session**

**RESOLUTION: 2024-028**

**Moved By: Councillor Gunson; Seconded By: Councillor Dirksen**

**THAT the Council of the Town of Minto conduct a meeting Closed to the public to consider the following:**

- a. **Closed Session Minutes of January 23, 2024**
- b. **Third-party information supplied in confidence to the municipality (239(2)(i))**

Carried

**4. Motion to Convene into Open Session**

**RESOLUTION: 2024-029**

**Moved By: Deputy Mayor Anderson; Seconded By: Councillor Zimmerman**

**THAT Council of the Town of Minto resume into open Council.**

Carried

**5. Reporting Out of Closed**

**RESOLUTION: 2024-030**

**Moved By: Councillor Podniewicz; Seconded By: Councillor Elliott**

**THAT Council of the Town of Minto receives the Closed Session report regarding third party information supplied in confidence to the municipality;**

**AND FURTHER THAT Council approves the confidential direction given to staff.**

Carried

**6. Minutes of Previous Meeting**

a. Regular Minutes of February 6, 2024

b. Closed Session Minutes of January 23, 2024

**RESOLUTION: 2024-031**

**Moved By: Councillor Dirksen; Seconded By: Councillor Zimmerman**

**THAT minutes of the Town of Minto January 23, 2024 Closed Session meeting and February 6, 2024 Regular Council meeting be approved.**

Carried

**7. Resolution Moving Council into Committee of Adjustment**

a. MV 2024-01, McGill, 6119 Wellington Rd 109

See Schedule "A" for Minutes

**8. Resolution Moving Committee of Adjustment into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business**

**RESOLUTION: 2024-032**

**Moved By: Councillor Elliott; Seconded By: Councillor Gunson**

**THAT the Town of Minto Committee of Adjustment convenes into Committee of the Whole.**

**Carried**

**9. Public Meeting - None**

**10. Delegations**

**a. Sunday Gun Hunting request**

Jill Machan read her letter provided to Council regarding Sunday Gun Hunting. Mark Ryckman of the Ontario Federation of Anglers and Hunters provided information on Sunday Gun Hunting.

**MOTION: COW 2024-023**

**Moved by: Councillor Gunson; Seconded by: Councillor Elliott**

**That Council of the Town of Minto receive the Sunday Gun Hunting Delegation for Information and that a staff report come forward at the next Council meeting for consideration.**

**Carried**

**b. McQueen Galloway Associates, 2024-2028 Strategic Plan Presentation**

Tracey McQueen and Andy Goldie reviewed the Strategic Plan process and the Draft Strategic Plan.

**MOTION: COW 2024-024**

**Moved By: Councillor Podniewicz; Seconded By: Councillor Gunson**

**THAT Council of the Town of Minto receives report CAO 2024-001 regarding the Town of Minto 2024-2028 Strategic Plan; and**

**THAT Council of the Town of Minto adopts the 2024-2028 Strategic Plan as presented.**

**Carried**

**11. Public Question Period No one came forward.**

**12. Correspondence Received for Information or Requiring Direction of Council**

**a. Letters in support of Sunday Gun Hunting**

**b. City of Brantford, Reliable and Accessible Public Rail Transit**

- c. Maitland Valley Conservation Authority, Minutes of November 15 and December 20, 2023 Meetings
- d. Maitland Source Protection Authority, Minutes of September 20, 2023 Meeting
- e. County of Renfrew, Rural and Small Urban Municipalities - Affordability of Water and Wastewater Systems
- f. County of Wellington Joint Accessibility Advisory Committee, Minutes of December 7 2023 Meeting
- g. Saugeen Valley Conservation Authority, Minutes of January 19, 2024 Meeting

**MOTION: COW 2024-025**

**Moved By: Councillor Podniewicz; Seconded By: Deputy Mayor Anderson**

**THAT Council receives the correspondence as information.**

**Carried**

**13. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice Has Been Previously Given**

- a. Committee Minutes for Approval
- b. Staff Reports

- 1. PLN 2024-008, Zoning By-law Amendment (ZBA 2023-09) – Josh, David & Alfred Theissen, 24 Minto St N, Clifford CON D PT PARK LOT 2 RP 61R7235 PART 1

Was not considered at this meeting.

- c. Announcements

Councillor Gunson noted that Friday March 1 is the Harriston Chilli Cook-off at the Harriston Legion admission by donation.

Mayor Turton noted that a Minto Clean up day will happen late April or early May, more information to come.

**14. Motion to Return To Regular Council**

**RESOLUTION: 2024-033**

**Moved By: Councillor Zimmerman; Seconded By: Councillor Gunson**

**THAT the Committee of the Whole convenes into Regular Council.**

Carried

15. Notices of Motion – None.

16. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2024-034

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT the Council of the Town of Minto ratifies the motions made in the Committee of the Whole.

Carried

17. By-laws

a. 2024-010, Amend Zoning 24 Minto Street N Clifford

Was not considered at this meeting

b. 2024-010, Confirmatory

RESOLUTION: 2024-035

Moved By: Councillor Gunson; Seconded By: Councillor Dirksen

THAT By-law 2024-010, To confirm the actions of the Council of the Corporation of the Town of Minto respecting a meeting held February 20, 2024; be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

18. Adjournment 8:07 p.m.

RESOLUTION: 2024-036

Moved By: Councillor Podniewicz; Seconded By: Councillor Zimmerman

THAT The Council of the Town of Minto adjourns to meet again at the call of the Mayor.

Carried

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Mayor Dave Turton

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Clerk Annilene McRobb

Schedule 'A' Minutes of the Committee of Adjustment  
MV 2024-01, Kurt & Stephanie McGill - 6111 Wellington Road 109

Chair Turton called the Public Hearing to order at 7:03 pm and stated any decision reached by this Committee today cannot be used to set a precedent. Each application considered by the Committee is dealt with on its own merits and no two applications are exactly the same. The Public Hearing is to consider Minor Variance Application: MV-2024-01 – Kurt & Stephanie McGill.

Secretary-Treasurer McRobb stated the property subject to the proposed Minor Variance application is legally described as CON D PT LOT 89 and is municipally known as 6111 Wellington Road 109, in the Town of Minto. The subject property is approximately 1.9 ac (0.76 ha).

The purpose and effect of this Minor Variance application is to provide relief from Section 6.1.4 b) of the Town of Minto's Comprehensive Zoning By-law 01-86, as amended, to facilitate the construction of an accessory structure with an increased combined floor area. Section 6.1.4 b) permits a combined maximum floor area of 185.8 m<sup>2</sup> (2,000 ft<sup>2</sup>) for all accessory buildings whereas a combined floor area of 418.0 m<sup>2</sup> (4500 ft<sup>2</sup>) is proposed. Additional relief may be considered at the meeting.

The notices were mailed to the property owners within 200 feet or 60 meters of the subject property as well as the applicable agencies on February 5th, 2024 and posted on the subject property on February 5th, 2024. Reports/comments were received from Stephanie Chidlow, Administrative Assistant; Town of Minto and Jessica Rahim, Senior Planner; Wellington County.

Chair Turton called on the Town of Minto's Director of Building and Planning Services to provide comments. Terry Kuipers reviewed the planning report and is in support of the application request with conditions.

Chair Turton to call on the owner/applicant to provide comments. Kurt McGill, Owner/Applicant was in attendance and had nothing further to add.

Chair Turton to request any persons wishing to speak to the application to come forward, no one came forward.

Chair Turton to ask for any questions by the Committee. Council asked if only one driveway will be used, yes.

Secretary-Treasurer McRobb provided a resolution for the Committee to consider. Upon a resolution being carried or defeated; the Notice of Decision of the Committee of Adjustment is to be signed by all members of the Committee of Adjustment in favour of the decision.

**MOTION: COA 2024-001**

**Moved by: Councillor Dirksen; Seconded by: Councillor Gunson**

**THAT The Town of Minto Committee of Adjustment approves the application by Kurt and Stephanie McGill for property legally described as CON D PT LOT 89, municipally known as 6111 Wellington Rd 109, in the Town of Minto, to provide relief from Section 6.1.4 b) to permit for a maximum ground floor area of all accessory structures on the property of 418.0 m<sup>2</sup> (4500 ft<sup>2</sup>) with the following conditions:**

- 1) Approval from Wellington Source Water Protection is required.**
- 2) The Accessory Dwelling Unit is required to be connected to existing Municipal Water and Sanitary Service Connections.**

**Carried**

Chair Turton stated anyone wishing to receive a copy of the Notice of Decision of the Committee of Adjustment in respect to the Minor Variance application, must make a written request to the Clerk of the Town of Minto at 5941 Highway 89, Harriston, NOG 1Z0 or by email at [annilene@town.minto.on.ca](mailto:annilene@town.minto.on.ca) Chair Turton officially adjourned the Public Hearing at 7:12 pm.

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Dave Turton, Chair

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Annilene McRobb, Secretary Treasurer